overexposed by inhalation, get the victim to fresh air, supply artificial respiration if necessary, and GET MEDICAL ATTENTION: CALL 911.
Wait for the Federal Fire Department to arrive and direct them to the spill.

10.5 *Emergency Response and Environmental Protection Procedures*

10.5.1 Oil and hazardous substance (OHS) spill

A significant cause of water pollution that creates the most adverse public reaction for the Navy is an oil and hazardous substance (OHS) spill. Over 50 percent of all spills are the result of human error. As required by OPA 90 and Navy guidelines, FLCPH uses the Incident Command System (ICS) to facilitate coordination with other DoD, contractor, public and regulatory personnel during a spill event. ICS provides the flexibility to tailor the response organization to meet changing requirements of the spill. Figure 8.1 titled — FLC PH Department Incident Management Team Organization Chart depicts the fully activated organization of the Team using personnel directly available in the FLC chain-of-command. This organization can be expanded per ICS with additional personnel as the situation requires.

10.5.1.1 Notification

The notification process is one of the most important parts of the emergency response. The manner in which this process is carried out will dictate the effectiveness of the response and cleanup efforts. Thus, key personnel involved with notification procedures are required to possess an intimate knowledge of the information found within this section.

Note: All OHS spills within the coastal waters, regardless of substance or size, must be reported to JBPHH Port Operations immediately.

The Emergency Spill Coordinator (ESC) is responsible for initiating the notification process. The FLC PH Command Duty Officer (CDO) supports when requested. These two individuals will ensure that all appropriate federal, state, and local officials are notified as well as all personnel needed to respond to the spill. Listed below are general notification procedures that are applicable to all facility personnel.

10.5.1.2 Responsibilities of the Discoverer

Response to Oil and Hazardous Substance (OHS) spills and releases are extremely dangerous when chemical or physical properties are unknown, reactive, and/or pose acute or chronic health risks to personnel. Personnel handling OHS shall have First Responder Awareness. All personnel, regardless of competency, shall not enter the exclusion zone until:

- The spilled material is positively identified.
- Hazard control zones are established.
- Decontamination corridor is established.
- Appropriate personal protective equipment is provided.

Methods of control, containment and cleanup are approved by the Incident Commander (IC) or Unified Command.

10.5.1.3 Reporting the Incident

Any release of petroleum products, chemicals, or any other substance that leaves a slick or sheen of any kind is a reportable incident. Whenever an oil sheen is discovered in Pearl Harbor, it must be reported to the control room and in turn reported to Port Operations. It doesn't matter how small or insignificant it may seem, federal regulations in the Clean Water Act require immediate notification. Operators shall not wait while to check if perhaps it was current fueling operations that caused the spill or the source of the sheen. The first course of action in any case is to notify the control room and/or Port Ops.

The Port Ops Facility Response Team will investigate and make formal notification to the National Response Center if necessary.

Upon discovery of an OHS spill, the individual will immediately report the incident to the Control Room Operator via two-way radio, or, if radios are unavailable, contact the control room via phone at 473-7878. The control room operator will become the primary point of contact between the Fuel Department and outside agencies and the Control Room Operator will follow emergency contact SOPs.

If unable to contact the control room for any reason, report the incident to the Regional Dispatch Center (RDC) at 911. The RDC will dispatch the Federal Fire Department (FFD), ambulance, or security to the incident. Note that calling 911 using a non-government telephone, including cell phones, may connect you to the City and County of Honolulu emergency dispatcher. Inform dispatcher that you're calling from the Pearl Harbor Naval Base and they will immediately transfer your call to the RDC. The Fire Department will help monitor site safety, provide emergency site security, and guard against the possibility of fire. The FFD will notify the CDO. The CDO will notify the Fuels Department Director.

The discoverer must provide as much of the following information as possible:

1. Specific location of the incident.
2. Source and cause of the discharge.
3. Total quantity of product discharged.
4. Amount of product discharged into water.
5. Type of product discharged.
6. Actions, if any, taken to cease or contain the discharge.

ALL OTHER PERSONNEL NOT DIRECTLY INVOLVED WITH SPILL RESPONSE OPERATIONS WILL REMAIN AT THEIR STATIONS AND CONTINUE TO WORK UNTIL INSTRUCTED OTHERWISE.

The information given above pertaining to the discharge should be provided in the report. The total amount of product discharged into the water is a critical piece of information that must be reported accurately. The quantity of product discharged will dictate the type of response deployed by the Fuel Department; thus, the following information relating oil slick appearance to the quantity of oil present will act as a guideline when reporting the quantity of product discharged

Table 10-1, Oil Slick Estimates

Appearance of the Slick	Quantity of Product (gal/sq.
Barely visible	25
Silvery sheen	50
Faint trace of color	100
Bright bands of color	200
Color begins to dull	666
Colors are much darker	1332

10.5.1.4 Oil and Hazardous Substance Spill Recovery and Containment

For specific instruction, refer to FLCPINST 5090.1H and COMNAVREG Hawaii Integrated Contingency Plan (ICP), April 2004. The ICP has precedence over procedures outlined in this document.
Response
In the event of an OHS spill, the following steps must be taken:

- Stop the operation immediately by shutting off pumps, pressure control valves, and sectional valves.
- For land spills: Block the spill from reaching storm drains by use of sorbent material and earthen barriers.
- For spills within the coastal waters:
- Contain the spill by use of Class II type Oil Booms, sorbent rolls, and sorbent blankets.
- If nested to a buoy or moored to a pier, notify adjacent float commands.
- Make notifications as listed in this section, or in the COMNAVREG ICP.
- Implement the COMNAVREG ICP (if needed).
- Begin cleanup operations after all sources creating the spill have been secured.
- Material used for cleanup operations are available at the following locations:
- One (1) boat at Building No. 1758
- Class II Type Oil Booms at Bldg. 1757
- Sorbent rolls, sorbent material, and sorbent blanket rolls at Building No. 1757.

All spills, regardless of size, must be reported to the Operations Supervisor. The Supervisor will immediately proceed to the site of the spill and make a determination of the severity of the spill and if additional resources are needed. Upon notification by the Operations Supervisor, the Day Dispatcher will activate the Oil Spill Notification procedures checklist and notify all concerned.

10.6 *Emergency Escape Procedures and Escape Routes*

Due to the large quantities of fuel stored at the fueling facilities, there are two conditions when evacuation of the terminal may be necessary for employee safety. These conditions involve a catastrophic release of a very large amount of fuel and/or a condition resulting in a fire or explosions that threatens larger adjacent storage tanks, trucks, or vessels. If an evacuation is necessary, the fire chief will notify personnel. The fire department is the primary response team for all fires, explosions, and spills.

10.7 *Emergency Procedures for Fires*

Fire can be the most serious disaster that can occur at fuel facilities. This section includes personnel action in case of a fire.

10.7.1 Procedures for Reporting of Fires:

Warn others in the immediate vicinity. If so equipped, notify control room via two-way radio. Activate the local building fire alarm system. See the list below for the fire alarm signal pattern that is applicable to the buildings listed.

Table 10-2, Fire Alarm Signals

Building	Fire Alarm Signal
1757	A long, continuous horn
Red Hill	Horn with three pulse temporal pattern

- Use the fire alarm box or telephone the fire alarm operator at 911.
- Notify Building 1757 control room operator via two-way radio, or telephone (473-7878), who will then notify the fuel director and the supervisors.
- Shut off electrical power to the equipment if electrical fire is involved if it can be done safely.*
- Shut off power to facility and close valves if the incident occurs at a pipeline manifold or pumping facility if it can be done safely.*

Note: If unable to approach equipment Start/Stop switches due to fire, shut down power from breaker.

- Notify pump operator to shut off pumping equipment and close nearest block or flow control valve if the incident occurs during a transfer operation. All transfer operations must be stopped.

Caution: Do not close valves until all pumps are shut down, as this could cause a line rupture and further aggravate the emergency.

- Evacuate to a safe distance and account for personnel.
- Remove or secure other sources of ignition if possible and safe.
- Remove incompatible and flammable materials if possible and safe.
- Use fire extinguishers if properly trained and if safe and appropriate.
- For fires extinguished prior to reporting, notify 911 and FLC Command Duty Officer
- (CDO) at 473-1310, or 216-1339 (cell).
- The senior officer or civilian at the scene will direct Fuel Department personnel in fighting fires until the arrival of the fire company. In virtually all cases, the Fire Chief will become Incident Commander, once on scene.

Figure 10.1: FLC PH Incident Organization Chart

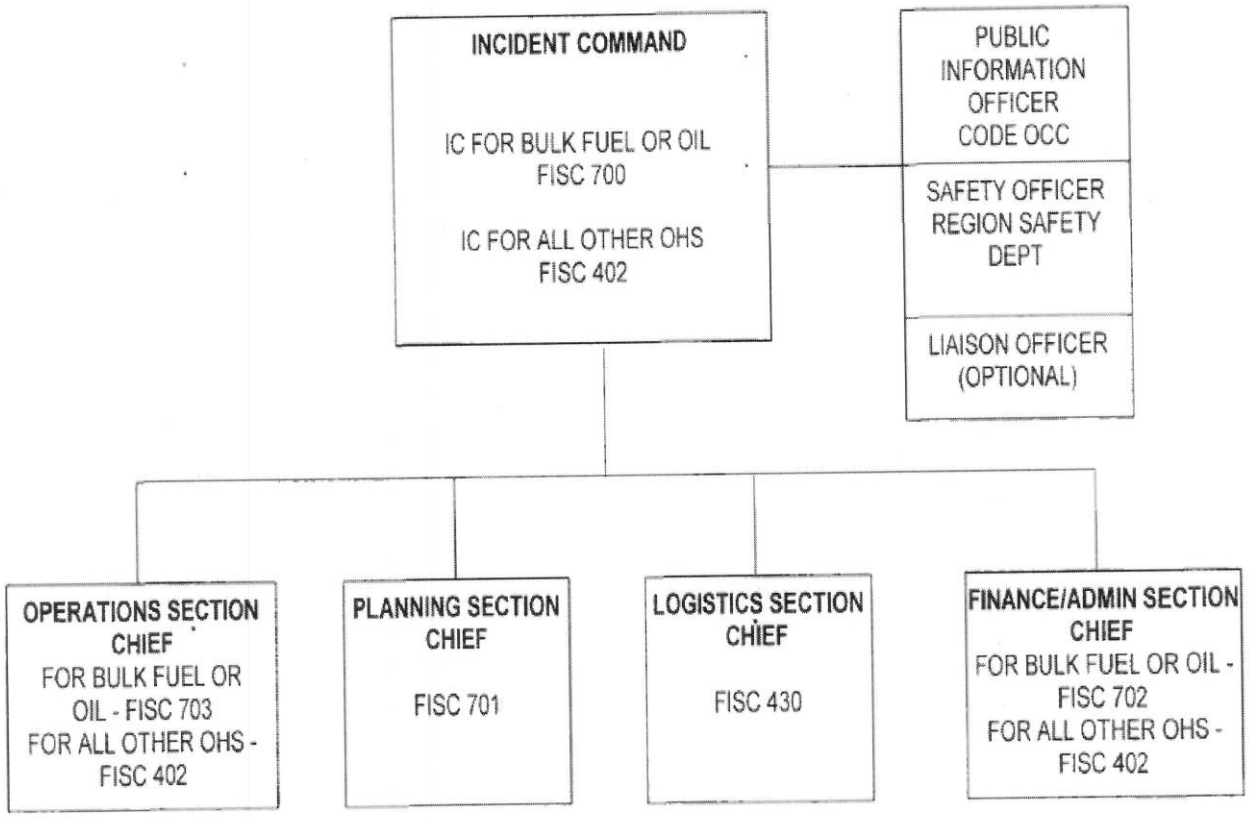

Table 10-3, Oil Spill Immediate Response Team

Name	Day Phone	24-Hour Phone	Response Time (Min)	Response Job
Code 700	473-7842	471-8081	< 1 hr	Incident Commander
Code 700A	473-7842	471-8081	< 1 hr	Deputy Incident Commander
Code 703	473-7842	471-8081	< 1 hr	Operations Section Chief
Code 703	473-7842	471-8081	< 1 hr	Activity Spill Response Team (ASRT) Coordinator
Code 703	473-7842	471-8081	< 1 hr	ASRT Coordinator

Port Ops is the coordinator for the Facility Response Team (FRT) and can be reached by telephone at 474-6262.

Table 10-4, Oil Spill Management Team

Name	Day Phone	24-Hour Phone	Response Time (Min)	Response Job
Code 700	473-7801	473-8081	< 1 hr	Incident Commander
Code 700A	473-7833	473-8081	< 1 hr	Deputy Incident Commander
NAVREGHI	474-3447 x228	722-7391	< 1 hr	Safety Officer
FLC Legal	473-7560	473-8081	< 1 hr	Legal/Claims Officer